

Kids Central Incorporated Board of Directors Meeting January 15, 2013

The Board of Directors of Kids Central Incorporated met Tuesday, January 15, 2013 at Kids Central's Administration Office. Will Sturgill, President, called the meeting to order at 11:00 a.m.

Board Members present: Teresa Adkins, David Belcher, Harry Childress, Karen Davis, Bill Dotson, Ronald Kendrick, Sister Bernie Kenny, Fred Luntsford, Will Sturgill, and Thomas Williams.

Staff present: Darrell Edwards, Paula Bates, Mary Collins, Terry Gentry, Tammy Mullins, Christy Fleming, Stephanie Purvis, Lisa Bentley, Lindsey Sturgill and Sandra Harvey

Will Sturgill introduced Carolyn Mullins, the Policy Council Rep to the Board of Directors and Mary Rash, a student who is doing her internship with our Family Services department.

Minutes:

Will Sturgill presented the minutes of the last two Board meetings (November and December, 2012). With no comments or corrections, **Harry Childress made a motion to accept the minutes as presented. David Belcher seconded the motion. Motion carried.**

Finance Report

Christy Fleming presented members with the financial statements for November and December 2012, along with the check registers for these two months. She reports that in December, we drew down \$362,000 of which \$227,000 was for payables and \$135,000 was for payroll. She stated that we are approximately 58% through our fiscal year.

Christy reported that in December, a representative from Synergy came to discuss worker's compensation. They asked questions regarding our operations, etc. and asked for our loss history report, which Christy sent to them. We have still not heard anything from them regarding them covering our worker's compensation but we are hopeful since they have not denied us yet.

We will be having our first safety meeting with all staff on February 22nd. Hartford has brought material to use to cover different topics during these safety meetings.

Thomas Williams made a motion to adopt the financial report as presented. Sister Bernie Kenny seconded the motion. Motion carried.

OLD BUSINESS

- Budget Workshop. The annual budget workshop will be held on January 22nd at 10:00 a.m. at the administration office. All Board and Policy Council members are invited to attend. We will be discussing the proposed 2013 – 2014 budget.

- Annual Report. Darrell Edwards presented the Board members with the 2011-2012 Annual Report. Copies are sent to the Board of Supervisors in Wise and Dickenson Counties; Wise and Dickenson County School Boards; City of Norton School Board; along with businesses in our service area.

NEW BUSINESS

- Moving the Pound Center. Our current Pound center is located on the campus of J.W. Adams Combined School. In order to access to the center, we must go through the school. We have no access to the center from the outside meaning all supplies must be brought through the school. It is very inconvenient and it is not visible to the public. Darrell presented a proposal to move this center to a location in Pound on Main Street, next door to Rite Aid. This building is available for \$350 per month. Utilities will be transferred from the current location and we will incur an added expense of water and trash pickup. The approximate cost per year will be \$6,000 - \$7,000 and we will be asking for a five (5) year lease. We will also be asking for the first three (3) months be rent free while we are remodeling the building. This building has a back door to give the children direct access to the playground area that will be installed. Fencing will be installed around the playground area. We should have enough fence on hand for the playground area.

The total cost for this relocation should be approximately \$1,200 - \$1,500. We have everything that we need at the current location, and our maintenance workers will use our equipment and do the labor for the building and playground.

The landlord will be responsible for maintaining anything that is stationery in the building along with the structure.

Christy Fleming stated that it would be a good idea to have a breakdown budget for this project to ensure we know the impact on our overall budget.

David Belcher made a motion to accept the moving of the Pound center with the condition that the lease will begin on May 1, 2013; the lease will be for five (5) years; and the first three (3) months of the lease will be rent free. Harry Childress seconded the motion. Motion carried.

- Personnel Actions. Sandra Harvey presented the following personnel actions:

- Debora Hampton Resigned as Bus Monitor at Pound
- Kristina Turner Termination
- Priscilla Harris Termination
- Shaina Mullins Hired as a Bus Monitor at Pound

Bill Dotson made a motion to approve the above personnel actions. David Belcher seconded the motion. Motion carried.

MONTHLY UPDATES

- Education. Tammy Mullins reported that child assessments end January 25th. Teachers will be conducting home visits at the end of January. During the safety meeting on February 22, the crisis management plan will be reviewed.

Every center should have a bus that stays at the center in case of emergencies. Some centers do not have a staff member that can drive a bus, but Tammy states that we may need one person at every center to have a CDL.

Presently, we have vacancies for a Teacher and a Bus Driver.

- Disabilities/Family Services. Terry Gentry reported that she is conducting referral meetings and Early Head Start is focusing on recruitment.
- Health Services. Stephanie Purvis reported she has been working with children who had health issues reported during previous screenings.
- Nutrition. Mary Collins reported that seven (7) centers visited Kaseyville in December. Two (2) of those centers had lunch while at Kaseyville. During December we served:

1,738 Breakfasts
 926 a.m. snacks
 2,840 lunches
 2,644 p.m. snacks
 1,519 parent lunches
 121 home base lunches
 225 home base adult lunches
 45 field trips

- Enrollment/Attendance. Lisa Bentley presented the enrollment/attendance report. She stated that we are fully enrolled and we have an active waiting list. Attendance in December was down but it was a short month due to the Christmas break, and there were a lot of illnesses.
- Family Involvement. Lindsey Sturgill reported that attendance at Family Days in December averaged 70%. An increase has been noticed in male involvement. The end of the year blast is in the planning stages. It will be held in April and will be located at Bullitt Park in Big Stone Gap. Kasey's Academy will be taking a trip to the Knoxville Zoo in April.

FOR THE GOOD OF KIDS CENTRAL/COMMENTS

Darrell stated that there is a lot of concern regarding safety at our centers. Staff members have expressed concerns as well. David Belcher commented that he could talk with a Crime Preventive Specialist with the Virginia State Policy about conducting a safety inspection. This is a free service through the VSP.

NEXT MEETING

The next meeting of the Kids Central Board of Directors will be held on February 19, 2013 at 11:00 a.m. at Kids Central's Administration Office in Norton.

ADJOURNMENT

With no further business, **Harry Childress made a motion to adjourn the meeting. Sister Bernie Kenny seconded the motion. Motion carried.** The meeting adjourned at 11:45 a.m.

Thomas Williams
Board of Directors Secretary

Sandra Harvey
Recording Secretary